Insurance Issue Date: 28-11-2024 Insurance Issue Date: 28-11-2024 Image: Construction of the submitted to the Chairman of Concerned Department) Entry: Construction Construction Image: Construction of the submitted to the Chairman of Concerned Department) Entry: Construction Construction Image: Construction of the constr	PTUT	PUNJAB TIANJIN UNIVERSITY OF TECHNOLOGY, LAHORE	DOC #: PTUT/ Exams/Frm-002 Rev #: 00	
To be submitted to the Chairman of Concerned Department) Pepartment: StUDENT'S PARTICULARS StUDENT'S PARTICULARS Student's Name: Peper Mark Centers A Student's Name: Peper Mark Centers Student's Name: Peper Mark Centers A Student's CNIC No: Peper Mark Centers Student's CNIC No: Peper Mark Centers Student's CNIC No: Student's Consentitie Credit Hours A Student's CNIC No: For OFFICIAL USE ONLY Case No: Credit Hours Stignature A Student's CONLY Case No: Peper Mark Centers Deservations (If any) / Recommendations: (Mark and Signature) A Member 2: (Nume and Signature) A Student's Concernent in the concernen	FILINARY OF TECHNOLOGY	I-GRADE EXAMINATION FORM	Issue Date: 28-11-2024	
1. Student's Name:	(To be submitted to the Chairman of Concerned Department)			
3. Father's Name:				
5. Address with Contact No.: G. Reason(s) for Requesting "1" Grade (Please Attach Photocopies of Supporting Documents, if any): Imay please be awarded "1" grade in the following courses of (Fall / Spring 20) Semester: S No Course Title I. 2. 3. 4. 5. 6. Signature with CNIC No. FOR OFFICIAL USE ONLY (Father / Guardian) Dated: Case No: FOR OFFICIAL USE ONLY Observations (if any) / Recommendations: Dated: a. Member 1: (Name and Signature) b. Member 2: (Name and Signature) d. Chairman:	1. Student's Nam	. Student's Name:2. Regd. No		
6. Reason(s) for Requesting "I" Grade (please Attach Photocopies of Supporting Documents, If any):	3. Father's Name	(IN BLOCK LETTERS WITH CONTACT NO.)	's CNIC No:	
I may please be awarded "I" grade in the following courses of (Fall / Spring 20) Semester: SNo Course Title Credit Hours SNo Course Title Credit Hours 1. 2. 2. 3. 4. 5. 6. Signature with CNIC No. (Father / Guardian) Signature of Student Signature of Student Signature of Student Case No:	5. Address with Contact No.:			
S.No Course Title Credit Hours S.No Course Title Credit Hours 1. 2. 3. 4. 5. 6. Signature with CNIC No. (Father / Guardian) Signature of Student Signature of Student Case No:	6. Reason(s) for Requesting "I" Grade (Please Attach Photocopies of Supporting Documents, if any):			
1. 2. 3. 4. 5. 6. Signature with CNIC No. (Father / Guardian) Signature of Student FOR OFFICIAL USE ONLY Case No:	I may please be awarded "I" grade in the following courses of (Fall / Spring 20) Semester:			
5. 6. Signature with CNIC No. (Father / Guardian) FOR OFFICIAL USE ONLY Case No:			<u>Credit Hours</u>	
Signature with CNIC No. (Father / Guardian) FOR OFFICIAL USE ONLY Case No:	-			
Case No: Dated:	-	C No.	Signature of Student	
Observations (if any) / Recommendations: a. Member 1: (Name and Signature) b. Member 2: (Name and Signature) c. Member 3: d. Chairman:	Case No: Dated:			
(Name and Signature) (Name and Signature) c. Member 3: d.				
	a. Member 1		(Name and Signature)	
	c. Member 3		(Name and Signature)	
CHAIRMAN OF DEPARTMENT				
APPROVED / NOT APPROVED Dated:	Dated:			
(Signature with Stamp) (Signature with Stamp)				

- 1. A student may request for the award of an 'l' (Incomplete) grade, if for some genuine reasons (beyond his/her control), he/she fails to appear in an end semester examination or final year project.
- 2. 'I' grade will not be awarded for any other deficiency in a course (e.g. shortage in attendance etc).
- 3. For the award of an 'I' grade, the student will apply on a prescribed form "I-Grade Exam Form" to the Chairman/HoD of the concerned department, who will refer the case to the Departmental Semester Committee for consideration. The Departmental Semester Committee will make its recommendations based on the genuineness of the case and on the basis of his performance in mid semester examination, lab work, home assignments, quizzes, class participation etc.
- 4. In case the student is allowed an 'I' grade in a course by the Chairman/HoD of the Department on the recommendations of the Departmental Semester Committee, he would be allowed to take only End Semester Examination of that course on payment of prescribed fee.
- 5. The 'I' grade must be completed and result must be submitted in exam branch before the commencement of the forthcoming End Semester Examination, failing which the 'I' grade will automatically be converted to 'F' Grade.
- 6. Fee for I-Grade examination is Rs. 1000/- per course.
- 7. "I" grade will not be awarded in Summer Semester.
- 8. In case of repetition/improvement of a course during regular semester, no request for 'l' grade will be entertained.